

BODY AND FENDER REPAIRER LEADWORKER*Class Definition*

Under general supervision, provides lead direction and performs the more difficult automotive body and fender repair and modifications on a variety of City-owned vehicles and equipment.

Distinguishing Characteristics

Body and Fender Repairer Leadworker is the lead level class in the Body and Fender Repairer series. Incumbents provide lead direction to subordinate mechanics engaged in the body and fender repair and modification of buses, automobiles, trucks, motorcycles and other City-owned vehicles and equipment. Incumbents also perform the more difficult repairs, modifications, and fabrications and ensure quality control. This class is distinguished from Bus Maintenance Supervisor I in that the latter is the first-line supervisory class in which incumbents supervise unskilled, semi-skilled and skilled equipment repair technicians on an assigned shift. This class is distinguished from Body and Fender Repairer in that the latter is the journey level class and incumbents are not required to provide lead direction.

Typical Tasks

(An incumbent may not be assigned all duties listed, nor do the examples cover all duties which may be assigned.)

Coordinates, monitors, and provides lead direction to subordinates engaged in the automotive body and fender repair, modification, and fabrication on a variety of City-owned vehicles and equipment.

Performs the more difficult tasks, requiring initiative, discretion and advanced expertise.

Evaluates vehicle damage; prepares written cost estimates and establishes repair schedule; determines applicable repair; ensures quality control; maintains records and inventory of parts and supplies; prepares status and informational reports.

Sands, putties, applies primer and paints to repaired surfaces.

Tows damaged vehicles with heavy-duty trucks; welds; installs locks and headliners; and cuts and installs automotive glass.

Repairs fare boxes, radiators, seats, and upholstery; and recovers seats.

Trains subordinates.

Performs related duties as required.

Knowledge, Abilities and Skills

Knowledge of the techniques, materials, tools, and equipment used in automotive body and fender repair and modification, including automotive painting and fabrication of parts, tools, and equipment.

Knowledge of the hazards and prescribed safety precautions pertinent to the trade.

Knowledge of basic training and leadership techniques.

Ability to adapt available tools and equipment to present problems and, when necessary, fabricate unavailable parts, tools, and equipment.

Ability to read, interpret, and work with blueprints, sketches, and diagrams.

Ability to weld using gas, arc, MIG and TIG equipment.

Ability to establish and maintain effective working relationships.

Skill in automotive body and fender repair, modification, fabrication of parts, tools, and equipment, and automotive painting.

Skill in providing lead direction and training to subordinates.

Minimum Qualifications

Two years of experience as a Body and Fender Repairer with the City of Fresno; or four years of equivalent journey level experience in automotive or heavy-duty body and fender repair work.

Necessary Special Requirement

Possession of a valid Class C California Driver*s License at the time of appointment, capable of obtaining a Class A license within the probationary period, and must maintain a valid Class A license thereafter.

APPROVED: _____

Director of Personnel

DATE: _____

MR/DRF/jl/12/13/89

+289/SPEC5